

**BUILDINGS AND GROUND COMMITTEE MEETING  
COMMITTEE ROOM #1, ONEIDA COUNTY COURTHOUSE  
July 15, 2013 – 9:00 AM**

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**Members Present:** Chairman Billy Fried, Gary Baier, Jack Martinson, Greg Oettinger and Scott Holewinski

**Others Present:** Phil Schmidt, Nicolet College Criminal Justice Program Instructor; Brian Dutcher, Solid Waste Supervisor; Freeman Bennett, Solid Waste Director; LuAnn Brunette, Facilities Director; Bruce Stefonek, Assistant Facilities Director and Julie Petraitis, Recording Secretary.

**Call to Order**

Chairman Fried called the meeting to order at approximately 9:00 a.m. in Committee Room #1, 2<sup>nd</sup> Floor, Oneida County Courthouse. Mr. Fried noted that the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law and accommodations would be made for qualified individuals pursuant to the Americans with Disabilities Act.

**Approve agenda**

Motion to approve the agenda by Hoffman/Oettinger. All ayes on voice vote.

**Minutes of the July 1, 2013 committee meeting.**

Motion to approve the meeting minutes of July 1, 2013 with no additions, deletions or corrections by Holewinski/Hoffman. All ayes on voice vote.

**Current and future requests for use of county-owned properties.**

- a. Request from Nicolet College for use of former WPS and/or former Daily News building by Criminal Justice Program

Phil Schmidt, Criminal Justice Instructor at Nicolet College, was present to request use of one of the vacant buildings for training of the Law Enforcement Academy that is held in the summer. They wouldn't be using anything that would damage the buildings. They would be learning tactical entries to rooms.

Motion for Brunette to work with Nicolet College to accommodate their needs considering the County concerns by Fried/Holewinski. All ayes on voice vote.

**Closed session – It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(g), "Conferring with legal counsel concerning strategy to be adopted by the governmental**

**body with respect to litigation in which it is or is likely to become involved" (Topic: Law enforcement center roof warranty).**

Motion to go into closed session by Holewinski/Martinson. Roll call vote: Holewinski "aye", Martinson "aye", Oettinger "aye", Baier "aye" and Fried "aye". Motion carried.

Motion to go into open session by Martinson/Holewinski. Roll call vote: Holewinski "aye", Oettinger "aye", Martinson "aye", Baier "aye" and Fried "aye". Motion carried.

There was no action taken or decisions made in closed session.

**Solid Waste bills and vouchers, blanket purchase orders.**

Motion to approve bills and vouchers, blanket purchase orders by Holewinski/Martinson. All ayes on voice vote.

**Municipal Solid Waste hauling and landfilling update.**

The new hauler (Junior Howard) took over on the 1<sup>st</sup> of July. The switchover went well. He is doing a good job and Freeman is very happy with him. Informational update only.

**New top soil update and information.**

Freeman reported that they blended the bark from Tomahawk with the fiber cake from here. He showed pictures of some planting he did. They took samples around to some of the nurseries in the areas. Hansen's Nursery bought 500 bags and are selling it in the Rhinelander and Eagle River nurseries.

**Rebate for Solid Waste reconstruct.**

Freeman reported that they've been looking at the rebates that they had out. He'd like to schedule a meeting with some of the haulers to see what their thoughts are on developing a rebate system based on volume. He'd like the Committee's approval before scheduling a meeting. He would get the haulers input and bring it back to the Committee.

**Compactor update.**

Freeman reported that it is put back together and is running well. They are caught up on everything. Fried asked if there was a maintenance agreement to help take care of this issue if it happens again. Freeman informed the Committee that they are taking oil samples on a regular basis so they can keep track of the motor. The sample to taken to Moore Oil for testing.

**Buildings and Grounds – bills and vouchers, blanket purchase orders.**

Motion to approve bills and vouchers, blanket purchase orders by Holewinski/Baier. All aye on voice vote.

**Update on vacated first floor space reallocation**

**a. Hearing room**

Brunette reported that there may have been some misconception at the last meeting as far as the budget. Brunette wanted to clarify that the project (budget) is approximately \$23,000 short. Discussion was held on where funds will come from to finish the project. Brunette stated the money would all come from accounts within the project budget. She will get more estimates for the rest of the project and put together a budget. This will include the Veterans Service/Medical Examiner space.

**b. Veterans Service/Medical Examiner space**

No money has been budgeted for this project at this point.

**Update on UW-Extension/Land & Water Conservation office workspace and study group.**

Brunette reported that a work group was formed at the request of the Ag & Extension Committee which included 2 members from their Committee, Billy represented the Buildings and Grounds Committee, the Department Heads from Land and Water Conservation, University Extension, Labor Relations and Buildings & Grounds. The group met on the 10<sup>th</sup> of July and have developed a concept for keeping the Land and Water Conservation at the Airport along with the University Extension. They had questions about possible use of the WPS building. After they found out the extent of the cost of the remodeling required to accommodate them they decided they would try to work within the space the Airport can allow for them. The group will meet again on the 30<sup>th</sup> of July with Joe Brauer, Airport Manager, and Bob Heck to explore any possible options at the Airport for additional space. Right now there is an agreement with them to locate a storage shed in the parking lot, for AIS storage items. They will also put a reception area in the current hallway area, using another room and the airport conference room. The County would incur any remodeling cost of those areas and the Airport would incur the cost of updating the large conference room. Brunette will have more information on this at the next meeting.

**Assistant Facilities director's time assisting with Human Service Center projects.**

Bruce has been working with the Human Service Center on projects over at their building. This is a County owned building that does not have anyone for maintenance. Holewinski asked if there is ways to bill back his time. The Committee directed Brunette to talk to County Board Chairman Cushing about billing them for Bruce's work.

**Law Enforcement Center roof warranty issues.**

No action taken.

**Closed session – It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(e), "Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session" (Topic: Possible disposition of county-owned property) and Section 19.85(1)(d), Wisconsin Stats., "considering strategy for crime detection or prevention" (Topic: Courthouse Security)**

Motion to go into closed session by Holewinski/Martinson. Roll call vote: Holewinski "aye", Martinson "aye", Oettinger "aye", Baier "aye" and Fried "aye". Motion carried

Motion to go into open session by Fried/Baier. Roll call vote: Holewinski "aye", Oettinger "aye", Martinson "aye", Baier "aye" and Fried "aye". Motion carried.

No action taken or decisions made in closed session.

**Parking expansion at Health and Aging facility.**

More information will be gathered and brought to a future meeting.

**Public Comment.**

No one is present to make comments.

**Items for next agenda.**

Courthouse security.

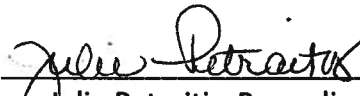
**Meeting dates.**

July 29 and August 12, 2013.

**Adjournment.**

11:23 a.m. – Motion by Martinson/Baier to adjourn the meeting. All "ayes" on voice vote. The meeting was adjourned.

  
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Chairman Billy Fried

  
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Julie Petraitis, Recording Secretary